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Executive Registry

76-10522

12 NOV 1976

MEMORANDUM FOR: Executive Advisory Group Members

SUBJECT : Minutes of the 9 November 1976 Executive Advisory Group Meeting

1. The Executive Advisory Group (EAG) met on 9 November 1976 to discuss a paper by the DDO entitled "Technical Support to the Operations Directorate" (EAG 8), which had been circulated to EAG members.

2. Mr. Wells explained the reasons for the paper's three recommendations. Discussion followed, resulting in these decisions by Mr. Knoche:

a. The recommendation to replace the DDO's Technical Requirements Board with a senior technical control officer was approved. A DDO officer is already acting in this capacity. At such time as he is replaced, Mr. Wells will discuss his successor with Mr. Dirks. Mr. Knoche stressed the importance of choosing a person who can communicate effectively between DDO and DDS&T.

b. The recommendation to form an inter-directorate task force to agree upon an Agency position for the upcoming inter-agency review of the satellite communications issue was approved. Mr. Dirks said that such a group was in fact already being formed and will have DDO participation. Once the task force articulates Agency requirements and progress occurs in inter-agency negotiations, the task force chairman [redacted] of ODE), the DDS&T and the Comptroller can provide the EAG advice on funding aspects involving the CFI and OMB.

c. The recommendation to form a second inter-directorate task force to suggest improved means of technical support, possibly with organizational rearrangements, was tabled pending further detailed discussion of current programs

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and responsibilities. Mr. Knoche asked the Secretary to arrange for an EAG briefing by Mr. Dirks in December with the objective of providing a uniform frame of reference. Following that session, the Office of Communications will present a briefing on its role. The EAG will then readdress the recommendation.

3. Copies of the new EAG Planning Book were distributed to members. Mr. Knoche emphasized that he encourages broader participation in achieving solutions to the enumerated topics. He also wants to devise a methodical way to communicate EAG actions to employees and asked the Secretary to make recommendations on this point.



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James H. Taylor  
Secretary

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Executive Advisory Group

Distribution:

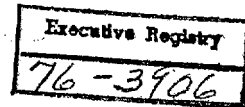
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1 - GC  
1 - Compt

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The Deputy Director  
Central Intelligence Agency



Washington, D.C. 20505



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NOTE FOR: Deputy Director for Administration

Jack:

Your paper entitled, "Some Thoughts on EAG" is right on the mark and I very much appreciate it. To me, everyone of your suggestions will prove helpful and I will ask Jim Taylor to circulate your paper to other EAG members. Suggestion #5 is a new thought and a very good one. In my sessions with such courses, I try to cover the thrust of Agency directions; but the subject of EAG business and what we are trying to accomplish, I think, would make an ideal subject for the Comptroller to address.



E. H. Knoche

cc: Comptroller

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TRANSMITTAL SLIP		DATE
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TO: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
ROOM NO.	BUILDING	
REMARKS:		
The attached are some thoughts from Mr. Blake and are being circulated per Mr. Knoche's request.		
FROM:		
Comptroller		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 53REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)

TRANSMITTAL SLIP		DATE
TO: DDCI		
ROOM NO.	BUILDING	
REMARKS:		
FROM:		
Comptroller		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 53REPLACES FORM 36-8  
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SOME THOUGHTS ON EAG

Executive Registry

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I start from the premise that the acceptance and impact of the EAG amongst employees is in some degree proportional to the employees' understanding of it and, perhaps, having some opportunity to participate in its deliberations.

25X1 I do believe there is at least a growing knowledge of the EAG's existence and intentions because my feedback tells me most senior officers do mention it in the various internal groups they address. I also believe its impact has not been felt as yet primarily because either the nature of the matters discussed, i.e., SIGINT, [redacted] Activities, etc., or because other items of general applicability to the body of employees are under discussion but end results have not been seen as yet, i.e., personnel management activities, space occupancy policy, etc. I am sure the impact will eventually be felt but one problem now is how to keep employees' interest alive. Let me offer some suggestions:

Suggestion No. 1

Either Hank Knoche or you could call a meeting of the Chairperson of the Agency Management Advisory Group and the Chairperson of the four Directorate MAG's for the following purpose. Tell them that the DDCI is interested in both employee awareness and employee participation in EAG matters. At that meeting show them and let them peruse a copy of the new EAG "black book". Point out specifically that this is being done to make them aware of both the procedures, the kinds of matters, and the forward looking schedule that the EAG has. Tell them, further, that ways and means are being developed to have reasonable participation of a cross-cut of Agency employees and they may be requested to help.

Suggestion No. 2

EAG looks at both general issues and specific functional issues. Tab C of the black book contains future itmes on which specific action has not yet

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taken place. Items 18, 23, 25 and 26 represent subjects of considerable Agency-wide interest. At the time work gets underway to study them and a task force is put together, the DDCI or you could write the Chairperson of the Agency MAG and some or all of the Directorate MAG's asking for a "nomination" to work on the task force. The nomination could come from MAG members themselves or anyone else of their choosing. Once the nomination is made and accepted, the individual's supervisor should be notified so that time for participation can be made available.

Suggestion No. 3

At such time as specific functional issues arise another approach could be taken. The task force leader could be asked to pick one, two or three technically qualified people at the "working level" to participate in the task force. I think an example where this would be suitable can also be found at Tab C.

Suggestion No. 4

Appoint someone other than an EAG member as the task force leader and let that person, subject to clearance by the DDCI, appoint his own members of the task force. I believe Item 25 under Tab C could be considered for this. As I understand Item 25, the word "service" does not run to DDA type of service but to units involved in "common concern service", i.e.,  etc.

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Suggestion No. 5

While I know it is time-consuming, consideration could be given to a 30-minute specific presentation on EAG by the DDCI or you at both the Senior Seminar Course and the Midcareer Course.